



# Town of Holly Springs

## Town Council Meeting Agenda Cover Sheet

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### Agenda Item #: 8e

#### **Organizational Meeting**

**Title:** Adopt Calendar Year 2020 Meeting Schedule

**Strategic Priority Area:** Organizational Excellence

**Staff Resource:** Linda McKinney, Town Clerk

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#### **Action(s):**

Motion to adopt the Calendar Year 2020 meeting schedule.

#### **Explanation:**

- In consultation with the Mayor and the Town Manager, the following changes to the typical schedule are recommended:
  - Cancelling the first Tuesday meeting in July (July 7<sup>th</sup>) due to the Independence Day holiday;
  - Cancelling the first Tuesday meeting in August (August 4<sup>th</sup>) and the August workshop meeting (August 11<sup>th</sup>) as a reduced summer meeting schedule.

#### **Background:**

- An official calendar of Council meetings is adopted by the Town Council and filed each year in the Town Clerk's office for the public.
- The Town Council holds business meetings at 7 p.m. the first and third Tuesday of each month, and workshop meetings on the second Tuesday of each month.
- By adopting an official schedule each calendar year, the Town Council also has the opportunity to consider in advance any conflicts the regular meeting schedule may have with events or holidays and make changes to times or dates accordingly.
- Council's adopted meeting calendar can be amended by Council's vote at any point during the year.

**Funding Source(s):** N/A

#### **Attachment(s):**

- Proposed schedule of meetings

**First Tuesday:**

Public Forum/Council Regular meeting 7 p.m. in Town Hall Council Chambers.

**Second Tuesday:**

Council Work Session 6 p.m. in Town Hall, Holleman Room.  
Public Forum/Council Regular meeting 7 p.m. in Town Hall Council Chambers.

**Third Tuesday:**

Council Chambers.

	Jan. 7	7:00 p.m. Public Forum/Council Regular meeting
	Jan. 14	<b>6:00 p.m. Council Workshop</b>
	Jan. 21	7:00 p.m. Public Forum/Council Regular meeting
	Feb. 4	7:00 p.m. Public Forum/Council Regular meeting
	Feb. 11	<b>6:00 p.m. Council Workshop</b>
	<b>Feb. TBD 2019</b>	<b>2019 Council Annual Retreat</b>
	Feb. 18	7:00 p.m. Public Forum/Council Regular meeting
	Mar. 3	7:00 p.m. Public Forum/Council Regular meeting
	Mar. 10	<b>6:00 p.m. Council Workshop - Purim</b>
	Mar. 17	7:00 p.m. Public Forum/Council Regular meeting
	Apr. 7	7:00 p.m. Public Forum/Council Regular meeting
	Apr. 14	<b>6:00 p.m. Council Workshop</b>
	Apr. 21	7:00 p.m. Public Forum/Council Regular meeting
	May 5, 2020	7:00 p.m. Public Forum/Council Regular meeting
	May 12, 2020	<b>6:00 p.m. Council Workshop (in chamber)</b>
	May 19, 2020	7:00 p.m. Public Forum/Council Regular meeting
	May 26, 2020	<b>6:00 p.m. Budget Workshop, place TBA</b>
	June 2, 2020	7:00 p.m. Public Forum/Council Regular meeting
	June 9, 2020	<b>6:00 p.m. Council Workshop</b>
	June 16, 2020	7:00 p.m. Public Forum/Council Regular meeting
	July 7, 2020	7:00 p.m. Public Forum/Council Regular meeting
	July 14, 2020	<b>6:00 p.m. Council Workshop</b>
	July 21, 2020	7:00 p.m. Public Forum/Council Regular meeting
	Aug. 4, 2020	7:00 p.m. Public Forum/Council Regular meeting
	Aug. 11, 2020	<b>6:00 p.m. Council Workshop</b>
	Aug. 18	7:00 p.m. Public Forum/Council Regular meeting
	Sept. 1	7:00 p.m. Public Forum/Council Regular meeting
	Sept. 8	<b>6:00 p.m. Council Workshop</b>
	Sept. 15	7:00 p.m. Public Forum/Council Regular meeting
	Oct. 6	7:00 p.m. Public Forum/Council Regular meeting
	Oct. 13	<b>6:00 p.m. Council Workshop</b>
	Oct. 20	7:00 p.m. Public Forum/Council Regular meeting
	Nov. 3	7:00 p.m. Public Forum/Council Regular meeting
	Nov. 10	<b>6:00 p.m. Council Workshop</b>
	Nov. 17	7:00 p.m. Public Forum/Council Regular meeting
	Dec. 1	7:00 p.m. Public Forum/Council Regular meeting
	Dec. 8	<b>6:00 p.m. Council Workshop</b>
	Dec. 15	7:00 p.m. Public Forum/Council Regular meeting